

ICT/DCF Action Plan 2017-18

Blackwood Comprehensive School

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Our Vision Statement

We strive we give our learners every opportunity to reach their maximum potential; to be digitally competent and to prepare learners for 21st Century skills in a constantly evolving digital world. The Blackwood Cluster aim to work collaboratively to ensure a consistent approach to developing learners' ICT/DCF skills in this digital age.'

Improvement/priority and action to be taken.	How?	Time scale	Resources/support needed	Monitoring	Success criteria
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<p>Communicate to staff/ stakeholders plans to move forward and further develop and implement the DCF across the curriculum.</p>	<ul style="list-style-type: none"> • By holding a staff meeting to update staff at the beginning of the school year re: DCF plans for embedding/ implementation within whole school and how we plan to move forward this year to further develop DCF across the curriculum. • Ensure all stakeholders (parents/pupils /governors etc) are aware of the DCF and its implications. 	<p>By October 2017</p>	<ul style="list-style-type: none"> • Time to develop DCF website and Twitter page to update parents/pupils • Time to develop presentation to staff • Time to meet with staff to communicate plans and developments. • Meet with SMT to discuss plans to move forward with DCF and implementation strategies. 	<p>CR, SF, RPA, JH</p>	<ul style="list-style-type: none"> • Meetings held with all staff at beginning of term • Staff regularly updated with DCF developments within school and WG. • Ensure staff are made aware of the DCF school website and it is promoted to parents/pupils. • Ensure all stakeholders, including parents and pupils are aware of DCF and its implications and school DCF developments
<p>Ensure DCF website created by JH and</p>	<ul style="list-style-type: none"> • Liaise with KC and 'Real 	<p>By December</p>	<ul style="list-style-type: none"> • Time to meet to 	<p>JH, KC, 'Real</p>	<ul style="list-style-type: none"> • DCF website is fully integrated into the whole school new website and is regularly updated.

<p>Digital pioneers is fully integrated with the new school website and is consistent in design with new school website.</p>	<p>Smart' to ensure Google sites DCF website is fully integrated within new school website</p>	<p>2017</p>	<p>discuss website requirements</p> <ul style="list-style-type: none"> • Time to develop further resources for DCF webpage 	<p>Smart', digital pioneer's content input.</p>	
<p>Launch Year 7 Digital Pioneers Group within the school and re-establish Year 8 Digital Pioneers</p>	<ul style="list-style-type: none"> • Recruit suitable pupils from Year 7 to be DCF role models to other pupils across the year. • Hold regular meetings with Digital Pioneers (Monday lunchtime) and discuss a range of ICT/DCF issues including E-Safety. • DP's to develop resources 	<p>By October half term 2017</p>	<ul style="list-style-type: none"> • Time to hold meetings • Time for pupils to develop resources and update DCF website • Money to buy Digital Pioneer badges for pupils. 	<p>JH</p>	<ul style="list-style-type: none"> • Year 7 Digital Pioneers are recruited and Year 8 digital pioneer group is re-established • Regular meetings held with digital pioneers • E-safety resources are developed • DCF website is regularly updated • Twitter feed is regularly updated to celebrate work done by Digital Pioneers and inform parents/pupils of DCF developments.

	<p>suitable for other pupils to access via DCF website/ Digital Pioneers blog to aid understanding of DCF.</p> <ul style="list-style-type: none"> • Re-establish year 8 Digital Pioneers. • Set up digital pioneer sub groups relating to DCF strands. 				
<p>Ensure consistency, establish links and strengthen transition with cluster of primary schools (Blackwood and Bargoed) schools for ICT/DCF development.</p>	<ul style="list-style-type: none"> • By meeting every half term with cluster primary schools to discuss ICT/DCF developments, develop consistency between comprehensive and cluster primary schools in terms of 	<p>Ongoing throughout the year</p>	<ul style="list-style-type: none"> • Time to hold meetings • Rooming and venue for meetings • Time to develop Cardiff Airport resources for aviation project. • Time to liaise with 	<p>JH. RPA, ICT coordinators from cluster primary schools (Bargoed and Blackwood clusters)</p>	<ul style="list-style-type: none"> • Regular meetings (see minutes of meetings) every half term • Resources developed between schools • Listening to learners exercise of review of Cardiff Airport aviation project visit • Continue to build portfolio of evidence within the cluster of DCF work produced in order to aid consistency and transition between KS2 and 3. • Develop Year 7 pupil email project with Heolddu Comprehensive School.

	<ul style="list-style-type: none"> • ICT/DCF • Share good practise between schools • Share resources • Continue to work with primary schools on development and implementation of Cardiff Airport aviation DCF project • Visit to Cardiff Airport to take part in their Education programme as part of DCF. 		cluster staff to develop projects between schools		
<p>Ensure all teaching staff have undertaken the DCF skills assessment tool on HWB – reassess skills from last year and ensure staff have access to appropriate training based on DCF</p>	<ul style="list-style-type: none"> • By holding digital drop in sessions to ensure staff are able to access and complete the online tool on HWB. 	By October half term 2017	<ul style="list-style-type: none"> • Time for staff to undertake the tool to assess themselves • Time for JH to analysis results and 	All staff, JH, CR, RPa	<ul style="list-style-type: none"> • All staff to have completed the online audit tool which will be analysed in order to have an overview of staff's DCF strengths and weaker areas. This will then help develop CPD opportunities for staff (2017-18) in terms of DCF skills. • Minutes of subject leaders meetings • Results and analysis from the DCF online audit tool analysis

<p>needs analysis.</p>			<p>identify where staff training needs lie.</p> <ul style="list-style-type: none"> • Time for staff to undertake training based on identified DCF needs analysis. • Utilise the skills of cluster staff by implementing DCF training sessions/ workshops for BCS staff i.e.by using Google certified trainer from Blackwood Primary School. 		<ul style="list-style-type: none"> • Staff to be put into appropriate groups based on their online audit results of the DCF tool for CPD of required DCF skills. •
<p>Ensure DCF skills are</p>	<ul style="list-style-type: none"> • Look at areas 	<p>BY May</p>	<ul style="list-style-type: none"> • Time for 	<p>JH, all</p>	<ul style="list-style-type: none"> • Subject leaders meeting to all subject leaders

<p>mapped in each department (using skills mapping document) to find where further coverage of DCF skills/strands are needed with the curriculum.</p>	<p>of the DCF that need further coverage across the curriculum and ensure these 'gaps' in DCF skills are being met through AoL.</p> <ul style="list-style-type: none"> • JH to analysis ICT/DCF skills in SOW/AoL • Ensure all Subject Leaders have mapped DCF skills on mapping document via Google Drive. 	<p>2018</p>	<p>staff to look at DCF skills in AoL meetings and create lessons/resources which include necessary DCF skills</p> <ul style="list-style-type: none"> • Time for JH to audit DCF skills in departmental SOW to identify areas for further development. 	<p>subject leaders, CR, RPa.</p>	<ul style="list-style-type: none"> • Departments SOW/ AoL • ICT/DCF audit mapping documentation
<p>Ensure there is a wide range of DCF skills being covered within all school departmental SOW and support staff within AoL in implementation of DCF skills.</p>	<ul style="list-style-type: none"> • JH to meet with staff (Subject Leaders) and AoL to discuss DCF skills framework and where/how they can be implemented. • Staff DCF 	<p>By July 2018</p>	<ul style="list-style-type: none"> • Time for staff to implement DCF skills into their AoL • Time develop resources for DCF skills to be 		<ul style="list-style-type: none"> • Evidence of DCF skills within AoL • Book sampling reports • Lesson observation reports • Action research evidence

	CPD/INSET		<p>implemented</p> <ul style="list-style-type: none"> • Staff training needs for DCF skills 		
Set up ICT/DCF action research group (teachers helping teachers)	<ul style="list-style-type: none"> • Set up a DCF action research working party with staff who have put ICT/DCF as a PM objective 	By Oct 2018	<ul style="list-style-type: none"> • Time to set up a forum for staff to share good practise, ideas, ask question, get support with DCF skills etc. • Time to meet with staff if /when required to share good practice or aid lesson planning, support with CPD etc. • Time to observe staff using 	JH, CR, members of ICT/DCF action research group	<ul style="list-style-type: none"> • Evidence of meetings • Evidence of staff forum • Shared resources • PM records • Action research write ups • Lesson observations

			DCF skills		
Further develop the use 360 Degree Cymru tool on HWB to improve whole school internet safety and develop an action plan resulting from 'where we are' to 'where we want to be' online analysis tool.	<ul style="list-style-type: none"> JH and Heads of KS3 & 4 to fill in the online 360 degree school assessment tool Develop an action plan to improve online safety within school and community based on analysis from assessment tool. JH to attend the online safety meetings focus groups with EAS/Welsh government. 	Ongoing (long term plan)	<ul style="list-style-type: none"> Time to fill in the online 360 tool Time to meet with Head of Key Stages to discuss further action needed and devise/implement internet safety action plan 	JH, TD, NG, Progress Managers	<ul style="list-style-type: none"> Evidence of internet safety in schools (see 360 tool as evidence can be saved there) Further development of internet safety planning and procedures within school 360 degree accreditation Minutes of internet safety meetings Minutes of Progress Managers meetings
ICT strategy group to be further developed to improve I.T hardware and infrastructure across	<ul style="list-style-type: none"> Meetings to be held with staff on the strategy group regarding 	Long term plan	<ul style="list-style-type: none"> Time to meet and discuss action plan/vision 	SMT, JH, members of strategy group	<ul style="list-style-type: none"> Evidence of new technology/resources being used appropriately in the classroom across the school, bringing the school IT infrastructure to 21st C standards.

<p>the school</p>	<p>resources needed to improve IT provision across the school.</p> <ul style="list-style-type: none"> • Develop action plan for implementing new technology/resources needed. • Implement technology/resources 		<ul style="list-style-type: none"> • Time to research suitable technology needed within school department /AoL. 		
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Appendix 1 – ICT RESOURCE DEVELOPMENT PLAN

Subject Area	Pedagogical Purpose	DCF strand	Resource	Cost	Evaluation
English	<p>To support the delivery of reading skills application in year 7</p> <p>Anything else? How is ICT being used</p>	<ul style="list-style-type: none"> • Interacting and collaborating • Producing 	<p>Chromebooks – one trolley of 35</p> <p>‘Wordwall’ software license and associated hardware for the next 3 years. This is an interactive application. “Wordwall’ allows a teacher to enter just a few words and with a couple of clicks, make a resource that would have been impossible with traditional presentation software.”</p> <p>Wordwall tablets x 210</p> <p>7 x Ipads one per teacher</p>	<p>£8000</p> <p>£3230</p> <p>£20,000</p> <p>£2800</p>	
Maths	<p>To support the delivery of Singapore maths applications</p> <p>Anything else? How is ICT being used?</p>	<ul style="list-style-type: none"> • Interacting and collaborating • Producing • Data and computational thinking 	<p>Chromebooks x 3 trolley of 35</p> <p>9 Samsung tablets which have the capability to connect to interactive board. (for Maths staff)</p> <p>23 x PC</p>	<p>£24,000</p> <p>£3,150</p> <p>£9,200</p>	

Science	How is ICT being used?	Producing Data and computational thinking.	Laptops x 2 trolley (35 per trolley) Interactive whiteboards Clever Touch Screens x 3 One trolley of 35 Chromebooks	£36,000 £10,000 £12,000 £8,000	
Art	<ul style="list-style-type: none"> • Each year group has a project which will involve use of ICT facilities. • Focus on the creating strand of the DCF and use software such as Photoshop to allow pupils to engage with that strand. • Ensure one of the year 9 assessed pieces focusses on use of ICT to allow pupils with weaker practical skills (drawing and painting) to achieve higher 	Producing	Laptops and updated photoshop are in the process of being acquired. 2 x 4 PC pods 2 x Ipad Software: <ul style="list-style-type: none"> • Coreldraw • Photoplus • Photoshop 	£20,000 £756 £3,200 £800	

	<p>levels.</p> <ul style="list-style-type: none"> • Use of edublogs with pupils in year 7 to document work and progress throughout the year. This will also allow us to communicate the work completed in the department with parents. 				
D&T	<p>How will new ICT facility be used to improve teaching? Use of other technology</p>	Producing	<p>26 PC suite – new addition Sept 17 2 x laptop trolleys (about to be decommissioned – any reasonable ones will be distributed to other departments). 1 x 4 mini suite PC Software – CorelDraw</p>	<p>£25,000 £20,000</p>	
History	<p>How is ICT used to enhance learning and teaching in history?</p>	?	<p>Share Laptrolley/Chromebooks with English I pads x 2</p>	<p>£8,000 £800</p>	
Geography	<p>How is ICT used to</p>	Citizenship	<p>Chromebooks x 35,</p>	<p>£8,000</p>	

	enhance learning and teaching in geography?	Producing Interacting and collaborating Data and computational thinking	2 x Ipad Wordwall PCs x 4 Laptops x 8 Software	£800 Itemised English £1,600 £3,200	
ICT	Scheme of work	All	3 x ICT suites – 2 are well established, hardware renewed 18 months ago. 1 suite new Sept 17 – hardware new <u>Whole Site Licences</u> Dreamweaver Serif Flash Fireworks Microsoft Office RM Tutor Adobe/Macromedia	Microsoft Office Annual - £2,500 Leasing Costs - £23,500 to include LRC/Welsh Bac per annum	
MFL	How is ICT used to enhance learning in MFL?	Citizenship Producing Interacting and Collaborating	Ipads x 37 Chromebooks x 35 Software 1 x 4 mini suite	£14,800 £8,000 £1,000 £1,600	
Music	How is ICT used to enhance learning and teaching in music and performing arts?	Producing Interacting and collaborating	Ipads x 11 15 x PC <u>Aspiration</u> iMacs with midi keyboards for use with GCSE and KS3 to help	£4,400 £6,000 iMacs – x 15 £30,000 Midi Keyboards x	

			<p>improve standards in composition. After the WJEC training it was clear that the Chief Examiner felt that the best work produced by pupils was that which had been done on multi tracking software such as Garageband and Logic. iMacs are industry standard for musicians and are what is used at KS5 in Crosskeys. (These would replace the current computers in Mrs Brown's room which are no longer fit for purpose).</p> <p>Replace some of the extremely old Yamaha keyboards used class performance - these count as music technology.</p> <p>New whiteboards / screens in both rooms to enable the use of apple TV or apple play to instantly beam pupil work/performances up</p>	<p>15 - £1950</p> <p>Garageband – free app</p> <p>£300-500 each</p> <p>£6,000</p>	
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			on to the board for sharing. iMac, Logic Pro X and mixing desk to use as a recording studio. x2 apple TV	£200 £300	
PE	How is ICT used to enhance learning and teaching in PE	Interacting and collaborating	Ipads x 5 Netbooks x 7	£2,000 £1,750	
Welsh	How is ICT used to enhance learning and teaching in Welsh				
Welsh Baccalaureate	How is ICT used to enhance learning and teaching in WBQ?		Chromebooks shared with other departments (i.e. teacher teachers own subject and Welsh Bacc, Laptops x35 ICT Suite	Costing included in ICT costs	
Independent learning resources	LRC use Y Cwtch Learning Support	?	LRC has a suite of 35 PC Y Cwtch/Learning Support has a Chromebook trolley And 8 laptops	Costing included in ICT costs Micro Liberian - £1000 £8000 Chrome book trolley	